

SECRET

DDS&T-5324/79✓

18 OCT 1979

MEMORANDUM FOR: Chief, Plans and Programs Staff, OL
SUBJECT : Restricted Use of Privately-Owned Vehicles

Attached are the comments from four of the DDS&T offices regarding the handout you provided on restricted use of POV's. Two of our offices are somewhat delinquent with their responses, and therefore, we will forward them to you immediately upon receipt.

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Executive Officer
DDS&T

25X1

Attachments:
as stated

UNCLASSIFIED WHEN SEPARATED
FROM ATTACHMENTS

SECRET

OL 9 4375

DD/S&T# 5289-79

OSO-1748-79
15 October 1979

25X1

MEMORANDUM FOR: Chief, Administrative Staff/DDS&T

FROM: Jerry Ferentinos
Chief, Support Staff, OSO/DDS&T

25X1

SUBJECT: Restricted Use of Privately Owned Vehicles

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1. On 12 October 1979, we received a request from your office to comment on specific areas of a proposed policy of restricted use of POV's on official business. The following is keyed to that request:

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a. At what level should approval be required?: It is our feeling that existing approval authorities are adequate (i.e., group and staff chief level).

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b. Should we reimburse for mileage over routes with shuttle service?: In the case of OSO employees, we feel that reimbursement should continue even though the route may be serviced by shuttle service. OSO offices are located in Headquarters Building

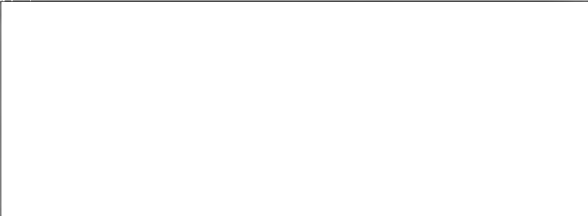
Events often occur which require officers from each of these locations to travel to one of the other sites on immediate notice. To wait for the infrequent shuttle service could cause delays in maintaining operations abroad.

c. Should the use of u-drive-it official vehicles be encouraged?: OSO currently does encourage the use of official vehicles. However, only a limited number of vehicles are available at each of our locations. In order to insure that enough vehicles are available, the authorized TVA would have to be increased considerably. It is our feeling that acquisition costs of additional official vehicles would not offset the amount paid in reimbursement for use of POV's nor would an energy saving be realized.

S E C R E T

SUBJECT: Restricted Use of Privately Owned Vehicles

d. To what extent should we resort to regulatory issuance to enforce policy?: It would appear that a policy paper would carry the same weight as a regulation change. For this subject, a change of regulation should not be necessary.



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✓ DD/S&T# 5200-79

11 October 1979

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MEMORANDUM FOR: Chief, Administrative Staff/DDS&T

FROM:

Chief, Administrative Staff/FBIS

SUBJECT: Restricted Use of Privately-Owned Vehicles

1. In response to your request for comments on the OL Handout concerning the above subject, FBIS does not consider this a problem area. Utilization of POV's is limited but necessary and therefore any escalation in the approving level does not seem warranted nor does a strict prohibition against reimbursement over shuttle routes.

2. FBIS has no objection to encouraging u-drive-it official vehicles provided they are available and readily obtainable when needed. Presume that OL in presenting these questions has resolved all aspects of employee liability in the event of accident.

3. On the question of regulatory issuance to enforce policy, the vote would have to go to regulatory issuance. There is too much slippage with the passage of time on policy that isn't incorporated in the regulations.

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OTS' comments -- Restricted Use of Privately-owned Vehicles

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From OTS' viewpoint any policy which would restrict use of POV's on official business would adversely impact on us.

Our main complex of buildings is downtown. In addition we have large dispersed units at Headquarters [redacted]

[redacted] We also visit many local vendors on a periodic basis. In most of these cases there is no shuttle service. Our limited number of official vehicles are already heavily utilized.

Let me address the questions raised in the memo:

- a. Use of POV is presently approved by branch chiefs in advance and by group chiefs and Chief, OTS/SS monthly. Experience dictates that is a practiced way to go for us.
- b. We feel strongly that we should reimburse for mileage over routes with shuttle service. It takes nearly one hour to go South to Headquarters because the bus is often early and then travels all over town before arriving at Headquarters. The return trip is somewhat shorter but the frequency of trips means too much lost time.
- c. Use of U-drive-it official vehicles is encouraged but we don't have that many vehicles, they have to be gassed by people driving them since we don't have a motorpool and for the most part they are consumed in runs to vendors for local purchases, to the post office and airports for deliveries and pickup, etc.
- d. Resorting to regulatory issuance to enforce approved policy might work elsewhere. For us we have to rely on the judgment of our supervisors. They have to decide on a cost/benefit basis whether it's worth the time loss versus the dollar savings. Usually it isn't.